

DRY CLEANER COMPLIANCE CALENDAR 2005



**CREATED BY: THE DEPARTMENT OF COMMERCE
SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM**

**ENDORSED BY: WISCONSIN DEPARTMENT OF NATURAL RESOURCES,
UNIVERSITY OF WISCONSIN EXTENSION - SOLID AND HAZARDOUS WASTE
EDUCATION CENTER, AND WISCONSIN FABRICARE INSTITUTE**

INSTRUCTIONS FOR USE:

GENERAL - USE THIS CALENDAR TO COMPLY WITH THE RECORDKEEPING REQUIREMENTS REQUIRED BY EPA AND THE WILSON DEPARTMENT OF NATURAL RESOURCES FOR AIR PROGRAM COMPLIANCE. KEEP THESE RECORDS AT YOUR FACILITY FOR AT LEAST FIVE YEARS. ENTRIES HAVE ALSO BEEN PROVIDED TO TRACK INFORMATION FOR THE FIVE STAR PROGRAM.

RECORD THE DATE YOU BOUGHT PERC THIS MONTH, IF ANY.

ENTER 12 MONTH RUNNING TOTAL FROM LAST MONTH.

ENTER THE AMOUNT OF PERC YOU BOUGHT DURING THIS SAME MONTH LAST YEAR, FROM LAST YEAR'S RECORDS OR CALENDAR.

USE THIS BOX SIMILAR TO THE PERC PURCHASES CALCULATIONS AND DETERMINE YOUR SOLVENT MILEAGE FOR THE 5-STAR DRY CLEANER RECOGNITION PROGRAM.

JULY 2005 PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		55
SUBTRACT PERC PURCHASED JULY 2004		-10
SUBTOTAL		45
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
7/12/05	+ 15	60

SUBTRACT THAT AMOUNT.

THIS IS YOUR 12 MONTH RUNNING TOTAL IF YOU DO NOT BUY PERC THIS MONTH.

THIS IS YOUR 12 MONTH RUNNING TOTAL IF YOU BOUGHT PERC THIS MONTH. RECORD THE BOTTOM NUMBER IN THIS COLUMN ON NEXT MONTH'S FORM IN LINE TOTAL FROM LAST MONTH.

IF YOU BOUGHT PERC THIS MONTH, RECORD THE AMOUNT AND ADD IT TO THE SUBTOTAL. THIS AMOUNT WILL ALSO GO ON NEXT YEAR'S CALENDAR FOR THIS SAME MONTH UNDER **SUBTRACT PERC PURCHASED**.

CONDENSER TEMP. LOG - CHECK THE OUTLET TEMPERATURE OF THE REFRIGERATED CONDENSER EVERY WEEK. RECORD THE TEMPERATURE AND DATE IN THE SPACE PROVIDED. IN THE BLOCK MARKED "IS TEMP LESS THAN OR EQUAL TO 45° F (7.2° C)?" CHECK "Y" OR "N" FOR "YES" OR "NO". IF YOU CHECKED "N", THE MACHINE MUST BE REPAIRED.

INSPECTIONS - IF YOU BUY **140 GALLONS OR MORE** OF PERC PER YEAR, YOU MUST CHECK YOUR MACHINE **WEEKLY** FOR LEAKS AND RECORD THE RESULTS. IF YOU BUY **LESS THAN 140 GALLONS** OF PERC PER YEAR, YOU MUST CONDUCT AND RECORD LEAK INSPECTIONS AT LEAST **EVERY OTHER WEEK**.

RECORD THE RESULTS OF THE INSPECTIONS ON THE CALENDAR. IF LEAKS ARE FOUND, THEY MUST BE REPAIRED WITHIN 24 HOURS. INDICATE IN THE "DATE REPAIRED" BLOCK WHEN REPAIRS ARE COMPLETED. IF PARTS MUST BE PUR-

ANNUAL SOLVENT MILEAGE	
TOTAL POUNDS CLEANED FROM LAST MONTH	15,000
SUBTRACT POUNDS CLEANED JULY 2004	1,000
SUBTOTAL	14,000
JULY '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+ 1,500	= 15,500
12 MO. CLEANED TOTAL	(15,500/60)
12 MO. PERC PURCHASED	OR 258.3 LB/GAL

IN THE LAST ROW, YOU TAKE THE 12 MONTH RUNNING TOTAL OF MATERIAL CLEANED (INCLUDING BY ALTERNATIVES) AND DIVIDE BY THE 12 MONTH RUNNING TOTAL OF PERC PURCHASES TO GET YOUR SOLVENT MILEAGE. **YOU CAN SUBTRACT THE AMOUNT OF PERC IN CARTRIDGES AND STILL WASTE TO GET A MORE ACCURATE TOTAL PERC USED.**

CHASED, INDICATE THE DATES THEY ARE ORDERED AND INSTALLED. PARTS MUST BE ORDERED WITHIN **TWO** WORKING DAYS OF LEAK DETECTION AND INSTALLED WITHIN **FIVE** WORKING DAYS OF RECEIPT.






HAZ WASTE RECORDS - RECORD THE AMOUNT OF SOLVENT WASTE SENT OUT FOR DISPOSAL IN CARTRIDGES AND STILL WASTE EACH MONTH. THIS AMOUNT CAN BE SUBTRACTED FROM YOUR TOTAL PERC PURCHASED **FOR CALCULATING ANNUAL SOLVENT MILEAGE**.

PERCENT WET CLEANING - EACH WEEK, RECORD THE AMOUNT OF CLOTHES CLEANED BY BOTH WET AND DRY CLEANING. ADD THE AMOUNTS OF EACH FOR THE WHOLE MONTH AND THEN DIVIDE THE AMOUNT WET CLEANED BY THE TOTAL AMOUNT CLEANED AND MULTIPLY BY 100 TO CALCULATE THE PERCENTAGE WET CLEANED.



WISCONSIN DRY CLEANER COMPLIANCE CALENDAR

THIS CALENDAR CONTAINS:

-  **INSTRUCTIONS FOR USE**
 -  **2005 CALENDAR WITH:
RECORD KEEPING ENTRIES,
DUE DATES FOR DRY CLEANER FEES, AND
CERTIFICATION TEST REMINDER**
 -  **OVERVIEW OF HAZARDOUS WASTE AND
AIR POLLUTION REGULATIONS AND
LICENSE AND SOLVENT FEES FOR
DRY CLEANERS**
 -  **ASSISTANCE PROVIDERS FOR
DRY CLEANERS**
- 

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED JANUARY 2004		⇐
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

JANUARY 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED JANUARY 2004	-
SUBTOTAL	
JAN '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

JANUARY

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QUESTIONS? 800/435-7287 (EXT. 4)						1
2	3	4	5	6	7 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	8
9	10	11	12	13	14 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	15
16	17	18	19	20	21 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	22
23/30	24/31	25 INSTALLMENT #4 2004 DRY CLEANING	26 LICENSE FEE	27	28 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	29

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED FEBRUARY 2004		⇐
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

FEBRUARY 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED FEBRUARY 2004	-
SUBTOTAL	
FEB '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

FEBRUARY

S M T W T F S

		1	2	3	4 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	5
6	7	8	9	10	11 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	12
13	14	15	16	17	18 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	19
20	21	22	23	24	25 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	26
27	28	<p style="text-align: right;">QUESTIONS? 800/435-7287 (EXT. 4)</p>				

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED		⇐
MARCH 2004		
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

MARCH 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED MARCH 2004	-
SUBTOTAL	
MAR '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

MARCH

S M T W T F S

		1	2	3	4 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	5
6	7	8	9	10	11 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	12
13	14	15	16	17	18 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	19
20	21	22	23	24	25 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	26
27	28	29	30	31	QUESTIONS? 800/435-7287(EXT. 4)	

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED		⇐
APRIL 2004		
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

APRIL 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED APRIL 2004	-
SUBTOTAL	
APR '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERter VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM 2005 DRY CLEANER COMPLIANCE CALENDAR

APRIL

S M T W T F S

QUESTIONS? 800/435-7287 (EXT. 4)					1 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	2
3	4	5	6	7	8 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	9
10	11	12	13	14	15 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	16
17	18	19	20	21	22 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	23
24	25 INSTALLMENT #1 2005 DRY CLEANING LICENSE FEE	26	27	28	29 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	30

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED MAY 2004		⇐
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

MAY 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED MAY 2004	-
SUBTOTAL	
MAY '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM 2005 DRY CLEANER COMPLIANCE CALENDAR

MAY

S M T W T F S

1	2	3	4	5	6 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	7
8	9	10	11	12	13 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	14
15	16	17	18	19	20 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	21
22	23	24	25	26	27 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	28
29	30	31	<p>QUESTIONS? 800/435-7287 (EXT. 4)</p>			

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED JUNE 2004		⇐
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

JUNE 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED JUNE 2004	-
SUBTOTAL	
JUNE '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

JUNE

S M T W T F S

QUESTIONS? 800/435-7287 (EXT. 4)			1	2	3 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	4
5	6	7	8	9	10 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	11
12	13	14	15	16	17 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	18
19	20	21	22	23	24 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	25
26	27	28	29	30		

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED JULY 2004		⇐
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

JULY 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED JULY 2004	-
SUBTOTAL	
JULY '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM 2005 DRY CLEANER COMPLIANCE CALENDAR

JULY

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QUESTIONS? 800/435-7287 (EXT. 4)					1 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	2
3	4	5	6	7	8 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	9
10	11	12	13	14	15 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	16
17	18	19	20	21	22 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	23
24/31	25 INSTALLMENT #2 2005 DRY CLEANING LICENSE FEE	26	27	28	29 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	30

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED		⇐
AUGUST 2004		
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

AUGUST 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED AUGUST 2004	-
SUBTOTAL	
AUG '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

AUGUST

S M T W T F S

	1	2	3	4	5 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	6
7	8	9	10	11	12 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	13
14	15	16	17	18	19 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	20
21	22	23	24	25	26 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	27
28	29	30	31	<p>QUESTIONS? DON'T FORGET! 800/435-7287 (EXT. 4) REGISTER FOR ENVIRONMENTAL CERTIFICATION TESTS WITH WFI!</p>		

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED		⇐
SEPTEMBER 2004		
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

SEPTEMBER 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED SEPTEMBER 2004	-
SUBTOTAL	
SEPT '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

SEPTEMBER

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QUESTIONS? 800/435-7287 (EXT. 4)				1	2 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	3
4	5	6	7	8	9 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	10
11	12	13	14	15	16 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	17
18	19	20	21	22	23 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	24
25	26	27	28	29	30 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED		⇐
OCTOBER 2004		
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

OCTOBER 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED OCTOBER 2004	-
SUBTOTAL	
OCT '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N	Y	N	Y	N	Y		
DOOR	N	Y	N	Y	N	Y		
PUMP	N	Y	N	Y	N	Y		
SOLVENT TANK	N	Y	N	Y	N	Y		
WATER SEPARATOR	N	Y	N	Y	N	Y		
MUCK COOKER	N	Y	N	Y	N	Y		
STILL	N	Y	N	Y	N	Y		
EXHAUST DAMPER	N	Y	N	Y	N	Y		
DIVERTER VALVE	N	Y	N	Y	N	Y		
FILTER GASKET	N	Y	N	Y	N	Y		
CARTRIDGE FILTER	N	Y	N	Y	N	Y		
WASTE CONTAINERS	N	Y	N	Y	N	Y	LABELED Y N DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

OCTOBER

S M T W T F S

QUESTIONS? 800/435-7287 (EXT. 4)						1
2	3	4	5	6	7 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	8
9	10	11	12	13	14 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	15
16	17	18	19	20	21 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	22
23/30	24/31	25 INSTALLMENT #3 2004 DRY CLEANING	26 LICENSE FEE	27	28 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	29

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED NOVEMBER 2004		⇐
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

NOVEMBER 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED NOVEMBER 2004	-
SUBTOTAL	
Nov '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

NOVEMBER

S M T W T F S

		1	2	3	4 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	5
6	7	8	9	10	11 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	12
13	14	15	16	17	18 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	19
20	21	22	23	24	25 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	26
27	28	29	30	<p>QUESTIONS? 800/435-7287 (EXT. 4)</p>		

PERC PURCHASES RUNNING TOTAL		
TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED		⇐
DECEMBER 2004		
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

DECEMBER 2005

CONDENSER TEMP LOG		
DATE	TEMP	LESS THAN OR EQUAL TO 45°F
		Y N
		Y N
		Y N
		Y N
		Y N

ANNUAL SOLVENT MILEAGE	
POUNDS CLEANED RUNNING TOTAL FROM LAST MONTH	
SUBTRACT POUNDS CLEANED DECEMBER 2004	-
SUBTOTAL	
DEC '05 AMOUNT CLEANED	12 MONTH RUNNING TOTAL
+	=
12 MO. CLEANED TOTAL	
12 MO. PERC PURCHASED	

HAZ WASTE RECORDS: (CARTRIDGES AND STILL WASTE)

SHIPPING DATE	POUNDS SOLVENT SHIPPED

PERCENT WET CLEANING:

DATE:						TOTAL
POUNDS WET						
POUNDS DRY						
% WET CLEANED (LBS WET / (LBS WET + LBS DRY) X 100) =						

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
HOSES	N Y	N Y	N Y	N Y	N Y			
DOOR	N Y	N Y	N Y	N Y	N Y			
PUMP	N Y	N Y	N Y	N Y	N Y			
SOLVENT TANK	N Y	N Y	N Y	N Y	N Y			
WATER SEPARATOR	N Y	N Y	N Y	N Y	N Y			
MUCK COOKER	N Y	N Y	N Y	N Y	N Y			
STILL	N Y	N Y	N Y	N Y	N Y			
EXHAUST DAMPER	N Y	N Y	N Y	N Y	N Y			
DIVERTER VALVE	N Y	N Y	N Y	N Y	N Y			
FILTER GASKET	N Y	N Y	N Y	N Y	N Y			
CARTRIDGE FILTER	N Y	N Y	N Y	N Y	N Y			
WASTE CONTAINERS	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



WISCONSIN SMALL BUSINESS CLEAN AIR ASSISTANCE PROGRAM
2005 DRY CLEANER COMPLIANCE CALENDAR

DECEMBER

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QUESTIONS? 800/435-7287 (EXT. 4)				1	2 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	3
4	5	6	7	8	9 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	10
11	12	13	14	15	16 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	17
18	19	20	21	22	23 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	24
25	26	27	28	29	30 TEMP LOGGED <input type="checkbox"/> INSPECT LOGGED <input type="checkbox"/>	31

Regulations For Perc Dry Cleaners

The following section will provide you with a general overview of different rules that apply to dry cleaners that use perchloroethylene. While this overview should help you understand how you are affected, it is not a substitute for reading and understanding the rules.



Hazardous Waste Regulations

What is a Hazardous Waste?

A hazardous waste is a solid or liquid waste that has been determined to pose a threat to the health or welfare of humans or the environment. For dry cleaners, hazardous wastes may include cartridge filters, filter muck, and still bottoms.

What Size Hazardous Waste Generator Am I?

Most dry cleaners in Wisconsin fall into one of two hazardous waste generating categories; Very Small Quantity Generator or Small Quantity Generator.

◆ A **Very Small Quantity Generator (VSQG)** produces less than 220 pounds of hazardous waste per month and stores less than 2,205 pounds at one time. Accumulations of more than 2,205 pounds will subject the generator to the Small Quantity Generator requirements.

◆ A **Small Quantity Generator (SQG)** produces less than 2,205 pounds of hazardous waste per month and stores less than 13,230 pounds at one time.

The generator category you fit into determines the types of management practices required. The following applies to VSQG and SQG who use tetrachloroethylene, which is more commonly

necessary notifications to local, state, and federal agencies, if applicable.

- ◆ Make every effort to stop and contain spills.
- ◆ Appropriately recycle or treat as waste any resulting residues.
- ◆ Maintain proper fire-fighting, spill control and decontamination equipment.
- ◆ Provide alarms and communication devices to alert both employees and police and fire departments in the event of an emergency.
- ◆ Post the coordinator's phone numbers, local emergency responder's numbers, and locations of fire extinguishers at a telephone station with outside access.

Employees of SQGs who handle hazardous wastes must be trained in basic hazardous waste management procedures and also emergency preparedness and prevention requirements.

Waste Minimization and Prevention of Product Loss

Some methods to minimize waste and prevent product loss:

- ◆ Drain filters in a manner that prevents releases to air or surfaces for 72 hours prior to disposal, and distill the drained material.
- ◆ Follow air quality management rules for leak monitoring and repairing.
- ◆ Clean lint screens and button traps often.
- ◆ Maintain equipment.

called perchloroethylene or “perc”. Waste generated from machines using petroleum-based products may or may not be hazardous waste; contact your area waste management specialist for assistance.

On-Site Management of Waste

All hazardous waste generators must:

- ◆ Keep containers covered except when adding waste.
- ◆ Label containers as “hazardous waste” or with words that identify the contents.
- ◆ Ensure that storage areas are dry and secure, remedy leaks by over packing or other methods, ensure that containers are compatible with wastes.
- ◆ Refrain from mixing waste types.

SQGs must also do the following:

- ◆ Inspect the storage area weekly and keep a log of the inspections.
- ◆ Mark drums with the date filling is complete.
- ◆ Remove waste within 180 days of the fill date.

Spill Notification

All persons who cause a release of a hazardous substance or waste, unintentional or not, must report the spill to DNR. This requirement can be fulfilled by using the statewide emergency dispatch phone number 1-800-943-0003.

Emergency Preparedness & Prevention Requirements

While DNR recommends that all VSQGs plan for emergencies, SQGs must do the following:

- ◆ Designate an emergency coordinator who will be readily available to manage a spill, arrange for the services of emergency responders, and provide the



- ◆ Upgrade/modify existing equipment if affordable.
- ◆ Do more low-tech wet cleaning and explore high-tech wet cleaning.
- ◆ Consider high-flashpoint petroleum dry cleaning to reduce toxicity of waste.
- ◆ Keep covers on product and waste stores.

Disposal Requirements

All generators of hazardous waste must have wastes managed through a licensed Treatment, Storage or Disposal (TSD) facility or one exempt from licensing. In most cases, removal is accomplished by transporters licensed by Wisconsin to carry hazardous waste. Most TSDs arrange for licensed transportation for their customers. Recent changes in policy allow VSQG to transport their own wastes to an approved facility or to use community collection centers if the community allows, but opportunities may not be available in all areas.

Shipping Records, Manifests, Notifications

Manifests are shipping papers which track waste from the generator to the TSD. In Wisconsin, only SQGs and large generators must use manifests, but many waste vendors require them from all customers. Whether you use a manifest, bill of lading, or other shipping document you must maintain records to document proper disposal. To use a manifest you must do the following:

- ◆ Obtain a site-specific ID number by notifying the Wisconsin Department of Natural Resources (DNR) of hazardous waste activity.
- ◆ Obtain the forms by contacting your area waste management specialist.
- ◆ A *land disposal restriction notification* must accompany manifests from all hazardous waste generators **except VSQGs**, which are specifically exempted from the land disposal restriction requirements. Waste vendors usually supply these forms.
- ◆ Within **five days** after the shipment leaves the genera-

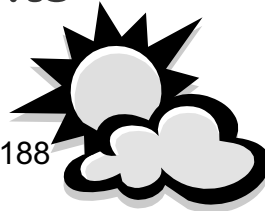
tors site, a copy of the manifest must be sent to:

DNR's Bureau of Solid Waste Management
PO Box 8094
Madison, WI 53708

- ◆ After the TSD accepts the waste, the DNR must receive another copy of the manifest.
- ◆ If an out-of-state manifest does not include a copy for the originator state, generators must send DNR a photocopy of the manifest it gets back from the TSD.

Air Pollution Requirements

Perchloroethylene is a hazardous air pollutant, suspected of causing cancer and other serious health effects in humans. In an effort to reduce 188 identified hazardous air pollutants, the US Environmental Protection Agency (EPA) is developing a variety of standards, called MACT (Maximum Achievable Control Technology) standards, that will affect different types of industries. If you think you may be affected after reading this summary, be sure and read the full rule. The rule may be found in section NR 468.20, Wisconsin Administrative Code (Wis. Adm. Code), or in the Code of Federal Regulations, 40 CFR part 63, subpart A. A more detailed fact sheet on this rule is available from the Small Business Clean Air Assistance Program by calling 800-435-7287 or on the web at <ftp://commerce.wi.gov/MT-CA-DryCleanMACT.pdf>



Does My Source Size Change?

Any time you install a machine, you should determine its source size at that time and every month thereafter to see which requirements apply to that machine. Use the following schedule:

- ◆ Look at your perc consumption from September 1, 1995 to August 31, 1996 for the following:
 - ☐ For any existing machine installed at your facility before October 1, 1996, and
 - ☐ Any new machine installed before September 22, 1993.
- ◆ Look at the first day of the month in which the machine was installed and each month thereafter for the following:
 - ☐ For any existing machine relocated at your facility on October 1, 1996 or later, and
 - ☐ Any new machine installed September 23, 1993 or later.

Some important things to remember as your source size changes:

- ◆ Requirements for any machine can never be reduced, even if you purchase less perc.
- ◆ If you lower your yearly perc consumption, any machine installed during times of lower yearly perc consumption could benefit from reduced requirements.
- ◆ If you increase your yearly perc consumption and your source size changes, you must comply with any additional requirements within 180 days and submit a new Notification of Compliance Status form to the DNR within 210 days.

Does This Standard Affect My Business?

If you use perc in your business, you are affected. You need to know whether your machines are new or existing and what your source size is in order to know which of the rule requirements apply to your business.

How Does My Business Comply With This Standard?

The requirements of this standard that apply to you depend on your source size (small, large or major) and whether you have new or existing machines. Different machines at one business

Are My Machines New or Existing?

- ◆ *New machines* were installed on or after December 9, 1991.
- ◆ *Existing machines* were installed before December 9, 1991.

What Is My Source Size?

Using the **Table 1**, determine your source size.

TABLE 1			
Type of Machine	Small Area Source (Purchasing less than):	Large Area Source (Purchasing):	Major Source (Purchasing more than):
Only Dry-to-Dry Machines	140 gallons of perc per year	140 - 2,100 gals of perc per year	2,100 gallons of perc per year
Only Transfer Machines	200 gallons of perc per year	200 - 1,800 gals of perc per year	1,800 gallons of perc per year
Both Dry-to-Dry and Transfer Machines	140 gallons of perc per year	140 - 1,800 gals of perc per year	1,800 gallons of perc per year

What Type of Machine(s) Do I Have?

- ◆ In a dry-to-dry system, one machine does all the washing and drying of fabrics.
- ◆ A transfer system uses at least two machines: a washer and a dryer or reclaimer.

How Much Perc Have I Purchased?

You are required at the end of each month to determine the amount of perc you purchased for the previous 12 month period. You will need to know the total volume (in gallons) of perc you purchased for all the machines at your facility for the current month, and add it to the amount of perc you purchased in the previous 11 months.

may be subject to different requirements.

All Machines

All dry cleaners affected by this regulation need to comply with the following requirements.

- ◆ Keep perc purchase receipts to determine consumption amounts.
- ◆ On the first business day of each month, record how much perc you bought in the prior month, based on receipts. Also, keep a running record of your annual amount of perc consumption.
- ◆ Keep all perchloroethylene in closed, non-leaking containers.
- ◆ Drain cartridge filters in their housing or sealed containers for at least 24 hours.
- ◆ Keep machine doors closed, unless loading and unloading fabrics.
- ◆ Operate and maintain equipment according to the manufacturer's instructions and keep the owner's manual on-site.
- ◆ A leak detection and repair program must be performed regularly and a written log of leak inspections must be kept. At small area sources, you need to conduct inspections biweekly (once every two weeks) while large or major area sources should perform inspections once a week.

The leak inspection must include:

- ✓ Hose and pipe connections, fittings, couplings and valves
- ✓ Door gasket seating
- ✓ Filter gaskets and seating
- ✓ Pumps
- ✓ Solvent tanks and containers



- ✓ Water separators
- ✓ Muck cookers
- ✓ Stills
- ✓ Exhaust dampers
- ✓ Diverter valves
- ✓ Cartridge filter housings



- ◆ If you find leaks repair them within 24 hours.
- ◆ If you need repair parts:
 - ✓ Order them within two days;
 - ✓ Install parts within five days of receipt;
 - ✓ Keep a written log of repair work, including the day parts were ordered, received and installed.
- ◆ Keep all records for a minimum of five years.

All New Machines or Existing Machines at Large Area Sources

New transfer machines are prohibited. All new machines and any existing machines at large area sources must comply with the previously mentioned requirements as well as install a control device. They have the option of installing either refrigerated condensers (also called chillers) or a carbon adsorber.

Machines at Major Sources

If you are a major source or become one, you should refer to the rule for additional requirements or contact the Small Business Clean Air Assistance Program or the Department of Natural Resources Bureau of Air Management to discuss your compliance requirements and options.

What Are the Different Recordkeeping and Notification Requirements I Must Meet?

This calendar can help you meet many of the following recordkeeping requirements. Forms for other reports or permit requirements may be obtained from the Small Business Clean Air Assistance Program or DNR.

- ◆ **Permit Application** - All perc dry cleaners should have

must be greater than 20°F and if not, a corrective action report must be completed.

◆ **Carbon Adsorber Weekly Perc Concentration Log** -

Measure and record the concentration of perc in the adsorber exhaust duct while the machine is venting to the adsorber at the end of the last dry cleaning cycle prior to desorption. If the concentration is greater than 100 ppm (parts per million), fill out a corrective action report.

◆ **Notification of Compliance Status** -

A Notification of Compliance Status Report is due to DNR within 30 days after a compliance deadline. For existing machines installed before September 23, 1996 or new machines installed before September 22, 1993, the report is due October 23, 1996. For all other machines, the report is due 30 days after the machine is installed.

- ◆ **Emission Inventory and Fees** - Each year, DNR will mail you applicable forms to complete an Air Emission Inventory. Any Air Emission Inventory fees will be billed by the DNR by June 1st each year.



All air regulation submittals must be sent to:

**DNR Bureau of Air Management
PO Box 7921
Madison, WI 53707-7921**

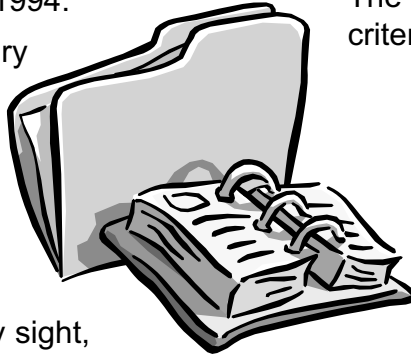
Dry Cleaner Environmental Response Fund (DERF)

The DNR has a program that provides reimbursement to dry cleaners for costs associated with investigation and cleanup of contamination caused by releases of solvents. The program is funded by a license fee for dry cleaners and a solvent fee for the sale of dry cleaning solvents (see the License and Solvent Fees

submitted a General Operation Permit application by July 1, 1996, or must do so before installing any new equipment.

- ◆ **Initial Notification Report** - All dry cleaners should have submitted this to the Department of Natural Resources in June 1994.
- ◆ **Perc Consumption Record** - All dry cleaners need to record their monthly and annual consumption of perchloroethylene.
(Use this calendar!)
- ◆ **Leak Detection Inspection Log** -
The inspection can be done by sight, smell or feel of air flow or perc and must include a check of the areas described previously. All observations and repairs must be recorded in a log.
(Use this calendar!)
- ◆ **Corrective Action Report** - If leaks are found, or monitoring levels for control devices exceed their limits, you must record the date the problem was detected and the date parts were ordered, received and installed.
- ◆ **Refrigerated Condenser Weekly Temperature Log** -
For a dry-to-dry machine, dryer or reclaimer, measure and record the temperature on the outlet side of the refrigerated condenser. The temperature must be equal to or less than 45°F and if not, a corrective action report must be completed.

For a washer, you must measure the temperature of the vapor entering and exiting a refrigerated condenser and record the difference. The



section below for details on how these are collected). For details on the program, you can find them at:
www.dnr.state.wi.us/org/aw/rr/financial/dryclean.html.

Who Can Use the DERF?

The owner or operator of a dry cleaning facility who meet certain criteria may be eligible for reimbursement.

- ◆ The cleanup must be directly related to discharge of dry cleaning products.
- ◆ An owner is defined as:
 - ✓ A person who owns or has possession or control of and who receives or received direct or indirect consideration from the operation of a dry cleaning facility that is licensed, or a dry cleaning facility that has ceased operation (recognizing that if the dry cleaning facility closed after October 14, 1997, it needed to have had a license prior to closing).
 - ✓ A subsidiary or parent corporation of the person specified above.
 - ✓ A person who owns the property on which a licensed dry cleaning facility is or was located. Licensing requirements began Oct 14, 1997, so a person who owns property on which a facility was located that closed prior to this date are not eligible.
- ◆ An operator is defined as:
 - ✓ A person who holds the license for a dry cleaning facility.
 - ✓ A subsidiary or parent corporation of the person specified above.
 - ✓ A person who operated a dry cleaning facility that closed prior to October 14, 1997.

Each situation is unique, so it may be difficult to be sure whether you are eligible. There are different examples on the DNR fact sheet: **Eligibility - Is the Program for me?** (Pub# RR-632).

You can obtain this from their Web site, shown above, under the topic "Program Information" or by calling Terry Evanson at the DNR, 608/266-0941.

What Other Requirements Do I Have to Meet?

All dry cleaners, regardless of when the facility was constructed, are required to follow certain **pollution prevention** measures:

- ◆ Meet state and federal requirements for managing hazardous wastes.
- ◆ Do not discharge dry cleaning products or waste water from dry cleaning machines into any sanitary sewer or septic tank or into the waters of the state.
- ◆ Have all perc delivered to the dry cleaning facility using a closed, direct-coupled delivery system.



◆ Certain types of facilities are not considered dry cleaning facilities, and do not require a license:

- ✓ coin-operated self-service facilities
- ✓ facilities on US military installations
- ✓ industrial laundries
- ✓ commercial laundries
- ✓ linen supply facilities
- ✓ facilities located at a prison or other penal institutions
- ✓ facilities located on property owned by the US government or by the state of Wisconsin
- ✓ formal wear rental firms are excluded as of October 29, 1999
- ✓ dry stores
- ✓ storefronts
- ✓ drop-off and pick-up points

Changes to the Existing Statute as of 2003

Some changes to the existing program were included and approved in the 2003 biennial budget requests.

- ◆ All potential claim forms (indicating the potential for entering DERF) must be submitted to the DNR by August 30, 2008.
- ◆ Eligible site costs, up to \$15,000, as approved by the DNR project manager, are reimbursible to a third party that results in the initial discovery of a dry cleaning solvent release, if all other eligibility rules are met.

Changes to the DERF Rule (NR 169)

NR 169 is currently being revised to make it consistent with the statutory changes and to streamline the program. Rule changes are expected to be promulgated in the Summer of 2005.

Dry Cleaning Products Fee

The dry cleaning products fee is required for anyone making retail sales of dry cleaning products to dry cleaners in Wisconsin. As of October 1, 2001 the fees are:

- ◆ \$5 per gallon of perchloroethylene;
- ◆ \$0.75 per gallon of any dry cleaning products.

Obtaining the License and Paying Fees

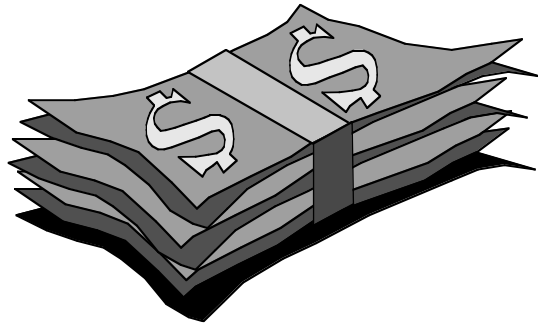
You can contact DOR at 608/266-2776 to obtain the required forms. To pay fees, make your check payable to "Wisconsin Department of Revenue" and mail to:

**Wisconsin Department of Revenue
PO Box 8946
Madison, WI 53708-8946**

If you cannot pay your fees on time, you will need to write DOR before the due date and request an **extension to the time to file**. Send this request to:

License and Solvent Fees

Wisconsin Department of Revenue (DOR) regulates collection of fees for the dry cleaner license and for the sale of dry cleaning products.



Dry Cleaning License Fee

As of October 14, 1997, all dry cleaning facilities are charged a license fee annually. This license fee is equal to 1.8% of the gross receipts for the previous calendar year. **Be sure to subtract the amount of wet cleaning receipts from your per capita receipts when calculating the fees due.** License fee payments are due on a quarterly basis.

In 2005, Fees totaling 1.8% of your gross receipts are due on

- ◆ January 25 ◆ July 25
- ◆ April 25 ◆ October 25

This means that fees totaling 1.8% of the gross receipts for January 1 through March 31, 2005 are due on April 25, 2005, for April 1 through June 30, 2005 are due on July 25, 2005, for July 1 through September 30, 2005 are due on October 25, 2005 and for October 1 through December 31, 2005 are due on January 25, 2006.

Dry cleaning facilities that dry clean apparel or household fabrics for the general public are required to register for a Dry Cleaning license and file the annual returns.

Wisconsin Department of Revenue
Registration Unit
PO Box 8902
Madison, WI 53708-8902

Be sure to contact DOR if you are closing your business. A dry cleaning license is transferrable to the new owner. You will want to be sure they update the information on the license. For the dry cleaning products fee, notify DOR so they discontinue sending the reporting forms. More information is available at:

www.dor.state.wi.us/faqs/ise/drycln.html

The Five Star Recognition Program

A five star system is used by the partnership to recognize drycleaners voluntarily working to minimize wastes. This system is designed to help customers identify and characterize drycleaners attempting to make a difference in the environment.

Drycleaners in the program can enjoy:

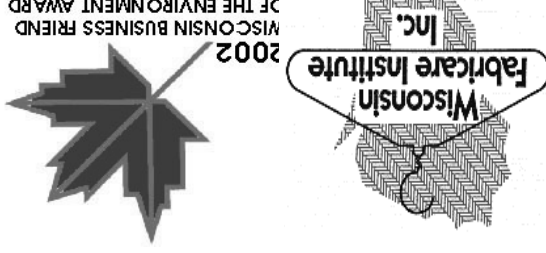
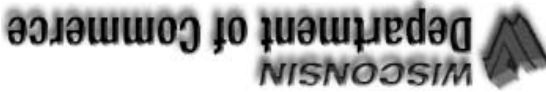
- ◆ Customer appreciation and recognition,
- ◆ Peer recognition, and
- ◆ A marketing tool to attract new customers.

Stars are awarded on specified criteria, with each level building on the previous star's requirements. If you are interested in the five star recognition program, contact DNR at (608)267-3125 or:

www.dnr.state.wi.us/org/caer/cea/assistance/drycleaning/5star/

Use this calendar to track your annual solvent mileage for the three, four and five-star levels of the program!

Assistance Available for Wisconsin Dry Cleaners



Department of Commerce

The *Small Business Clean Air Assistance Program* (SBCAAP) provides confidential, non-regulatory and free information to Wisconsin dry cleaners to help them understand their air pollution compliance requirements. The program has fact sheets, recordkeeping and reporting tools, EPA compliance documents and videos, DNR required forms and permit applications, all available free of charge. For more information, contact Renée Lesjak Bashel at 608/264-6153 or Tom Coogan at 608/267-9214. <http://commerce.wi.gov/sbcaap>

Department of Natural Resources

Air Management Program - For further information on the dry cleaner MACT, contact your DNR Regional or Service Center office at the addresses on the **DNR Contacts** Fact Sheet available from SBCAAP.

Cooperative Environmental Assistance - This assistance program in the DNR has information on available publications, case studies and the dry cleaners "Five Star Recognition Program." For information, call 608/267-3125.

Hazardous Waste Program - For further information on specific hazardous waste requirements, DNR has a contact list on their web site organized by county, or you can call their main number at 608/266-2111 for assistance.

University of Wisconsin Extension Program

Solid and Hazardous Waste Education Center (SHWEC) - SHWEC is available for free, non-regulatory environmental assistance. The Center can do an environmental waste assessment of your dry cleaning facility, answer many questions about environmental issues and provides the WI-CED (Certified Environmental Dry Cleaner), WI-CPD (Certified Professional Dry Cleaner) and WI-PWC (Professional Wet Cleaning) training for the Wisconsin Fabricare Institute. For information on their program, call 715/346-2793.

Wisconsin Fabricare Institute (WFI)

Winner of the WMC Environmental Working Group's 2002 Friend of the Environment Award for Environmental Stewardship, WFI offers a wide array of environmental, health, safety and business information to its members and the consumer public. WFI is a statewide trade association representing 40% of Wisconsin's dry cleaning firms at over 75% locations. To find out more about WFI, call 414/529-4707.